

## **FHA FORM FAQs**

Q. Will the FHA FORM and instructions be available in Spanish?

A. Yes, the GLO will have the documents translated and posted on the GLO web page

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Q. We are a very small community and do not have resident representatives of all protected classes. What are our options for Planning Committee representation?

A. Your goal should be to get a good cross-section of representation on your committee. If you do not have a member of a particular protected class living in your community, try to select someone that is sensitive to their concerns. Reach out to churches, nonprofit organizations and other special interest groups for assistance. Document your efforts and the credentials of the person you select as a representative.

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Q. Suppose I commit to a plan of action and things change as I get close to the implementation of that plan?

A. Your Fair Housing Plan is intended to be a living document. If the situation changes and you believe a different strategy will be more effective, document your findings and reasons for changing your strategy. It is much better to adjust your strategy than to pursue a course of action that will not be effective.

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Q. Once completed, how do I submit the FHA FORM, electronically or via mail?

A. You can mail the form to the Texas General Land Office at 301 Congress (4<sup>th</sup> Floor), Austin Texas. 78701. Electronic copies can be sent to [katy.sellers@glo.texas.gov](mailto:katy.sellers@glo.texas.gov).

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Q. What if our community doesn't have enough resources to complete all of the required actions in the report?

A. We recognize that not all communities or jurisdictions are going to have the same set of impediments. They will also have varying levels of resources. Each

Work Group should identify those impediments that can be addressed with available resources first. They should then seek out potential partnering communities, COGs, and funding sources to help them address remaining impediments as they move forward in executing their Fair Housing Plan.

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Q. What has to be submitted and when for Round 2.2 Applicants?

A. At a minimum, the final draft of the FFAST Form must be submitted by the September 23, 2011 deadline. We understand that the final draft may still have to go through the Public Comment process and the jurisdiction's formal Adoption of the FFAST Form. Any changes to the FFAST Form occurring as a result of Public Comment will be addressed as part of the review period and prior to the Land Office's formal acceptance of the plan. We will post on the Texas General Land Office's website the date for final submission in the event of changes based on the local government's Public Comment and formal acceptance.

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Q. As a small community we do not have the capacity to do Fair Housing testing.

A. Small communities should investigate other potential resources that could assist in providing testing, including larger cities in the area and Fair Housing organizations that engage in testing.

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Q. Are we required to use the GLO provided demographic data, or can we submit other demographic data on our community?

A. You may submit other demographic data, including 2010 census data and locally generated information, but please provide the source demographic data and method of obtaining data. For small communities the census data may not drill down to enough local detail to be helpful, and you may supplement your demographics with free lunch program data or appraisal district home values.